

Project Name:	Project Champion: Leader: Members:	Team Team Facilitators: Event Dates: Last Update:
Box 1: Reason for Action (Define)	Box 4: Gap Analysis (Analyze)	Box 7: Completion Plan (Control/Sustain)
Box 2: Current State (Measure)	Box 5: Solution Approach (Improve)	Box 8: Confirmed State (Control/Sustain)
Box 3: Target State (Measure)	Box 6: Rapid Experiments (Improve)	Box 9: Insights (Contorl/Sustain)